



**PURPOSE:** The purpose of the "Training Today Newsletter" is to provide assistance and support for TPAES users submitting PAE applications. We also use this notification to communicate upcoming LTSS initiatives and to describe how those may affect your daily practices. Please forward to staff in your company that complete or submit TennCare (Medicaid) PAEs/PASRRs. This contains vital information for all TPAES users.

### Keep In Mind...

**TPAES Updates:** Passwords must meet the following password complexity requirements:

- Must be changed every 60 days
- Must be at least eight (8) characters in length
- Must have at least:
  - ◇ One number
  - ◇ One special character (\*, &, %, \$, /, \*, +, =, !, ?, \)
  - ◇ One upper case and one lower case letter
  - ◇ May not reuse a password for 12 uses

If you experience difficulties with this process, the LTSS Help Desk is available to assist from 8:00-4:30 pm CT, Monday through Friday. You can reach the LTSS Help Desk by calling 1-877-224-0219 or emailing [LTC.Operations@tn.gov](mailto:LTC.Operations@tn.gov)



**PASRR User Guides:** LTSS is pleased to share the completed NF and Hospital PASRR user guides. These guides walk the PASRR submitter through the "technical" aspects of submission while also providing policy guidance.

The guides can be found on the LTSS website here: <https://www.tn.gov/tenncare/long-term-services-supports/partners-program-updates.html>

- [TN PASRR NF User Guide](#)
- [TN PASRR Hospital User Guide](#)

### Know Your Numbers

In April, TennCare received a total of 2,195 PAEs.

### Helpful Tips...

- The LTSS Help Desk cannot enter the Admit Date into a PASRR. This date must be submitted through Path Tracker in Ascend's web based screening system. If you have PASRR questions, please reach out to Ascend's Help Desk: 877-431-1388 x3495
- If you have an enrolled CHOICES members assigned to BlueCare, requiring the MOPD changed on their PAE; please submit the request to have the MOPD changed via email at [CHOICESNFForms\\_GM@bcbst.com](mailto:CHOICESNFForms_GM@bcbst.com)

### Employment & Community First CHOICES Video

Check out the *Employment & Community First CHOICES* video highlighting the program and it's members: [https://www.youtube.com/watch?time\\_continue=370&v=5x8xBsEXdHE](https://www.youtube.com/watch?time_continue=370&v=5x8xBsEXdHE)

### Coming Soon: PASRR Regional Training

LTSS and Ascend will host a PASRR regional training again this year in July/August/September. Be on the lookout for communication from Ascend regarding dates, times and locations.